

MARCH 2020

ISLAMIC RELIEF SOUTH AFRICA



Cape Town: 396 Imam Haron Road, Lansdowne, 7780
Tel: 021 696 0145 / Fax: 021 696 1783

P.O Box 2347 Clareinch 7740
Email: info@islamic-relief.org.za

TENDER APPLICATION FORM Ramadan Food Parcels

Please ensure that the Tender Application is completed and submitted in the following manner with the relevant supporting documents.

How did you come to know about the Tender?

PRESS

WEBSITE

FACEBOOK

E-MAIL

OTHER

SUPPLIER INFORMATION

Full Name & Surname:

Telephone Number:

Mobile Number:

Email Address:

Physical address:

Business Registration:

Directors ID:

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TENDER SUBMISSION DOCUMENTS

1. Tender Application Form
2. Official Quote with prices stated as per Tender proposal
3. Conflict of Interest Declaration

Should your application be successful we would need the following documents:

1. Tax Clearance Certificate
2. VAT registration
3. Bank letter to validate Financial data
4. Certified Copy of ID or Passport of an active Director/s

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CUSTOMER SERVICES

<p>What provisions, if any, do you have in place to deal with out of hours queries (including weekends and public holidays)?</p>	<p>.....</p> <p>.....</p> <p>.....</p>
<p>What is the process of escalating matters if we are not satisfied with a particular issue or the customer service as a general?</p>	<p>.....</p> <p>.....</p> <p>.....</p>
<p>Are you related to any member of Islamic Relief's Management, Directors, Staff, Volunteers or rightsholders? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, please provide details.</p>	<p>.....</p> <p>.....</p> <p>.....</p>

CUSTOMER REFERENCES

<p>Have you previously conducted a service as specified in the tender document? Please provide details. <input type="checkbox"/> YES <input type="checkbox"/> NO</p>	<p>.....</p> <p>.....</p> <p>.....</p>
<p>Are you related to any member of Islamic Relief's Management, Staff, Volunteers or Rights holders? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, please provide details.</p>	<p>.....</p> <p>.....</p> <p>.....</p>

TENDER SUBMISSION PROCESS AND SUPPORT

All Tenders to be emailed or hand delivered on or before **12h00pm** on date of submission deadline to:

FARAHNEEZ HASSIEM | 396 IMAM HARON ROAD | LANSDOWNE | 7780 | CAPE TOWN

+ 27 21 696 0145 (office) +27 72 183 3346 (mobile-office hours)

Tenders@islamic-relief.org.za

Farahneez.Hassiem@islamic-relief.org.za

All information received will be treated with the utmost discretion and confidentiality.